



**LAND SUBDIVISION COMMITTEE MEETING MINUTES**  
**December 8, 2016**

**ATTENDANCE**

<b>Land Subdivision Committee Members</b>	<b>Staff</b>
Gregg Humphrey, Chairman	Joe Zeibert
T.J. Heavisides	Peter Jordet
Mike Johnson	Norm Sims
John Harris	
Elliot McKinley	<b>Others</b>
Brad Bixby	Steve Stewart
Brian Wright	Tim Landis
Steve Hall	April Poole
Greg Kluckman	Amy Fisher
	Joe Miller
	Jeremy Smith
	Mike Irwin

- **CALL TO ORDER**

Gregg Humphrey called the meeting to order at 1:33 PM.

- **MINUTES OF MEETING**

Gregg Humphrey asked if there were any changes or corrections to the November 3, 2016 Land Subdivision Committee meeting minutes. T.J Heavisides said a correction of the minutes for the Redivision of Lots 1,3,4 & 16 Cobblestone Estates 4<sup>th</sup> Addition was needed. Heavisides said the minutes indicated that Lots 16A and 16B shall only have access to Cronin. The minutes should reflect that Lot 16A shall be allowed access to Westgate. Humphrey asked if there were any other additions or corrections to the meeting minutes. Humphrey said hearing none, the meeting minutes would stand as corrected.

- **ACTION ITEMS**

See attached

- **UNFINISHED BUSINESS AND NEW BUSINESS**

There was no unfinished business. There was no new business.

- **ADJOURNMENT**

T.J Heavisides made a motion, seconded by Mike Johnson, to adjourn the meeting. The meeting adjourned at 1:47 PM.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION**

***MINUTES OF THE SUBDIVISION COMMITTEE MEETING***

**FILE NO.** 1989-22

**CENSUS TRACT #** 30

**NAME OF SUBDIVISION:** Toronto Terrace - Preliminary Plan Reaffirmation

**JURISDICTION:** City

**DATE OF MEETING:** December 8, 2016

**OWNER:** Greenside NUDO, Inc.

**ENGINEER:** Greene & Bradford Inc.

**DESCRIPTION:** Pt. E  $\frac{1}{2}$ , SE  $\frac{1}{4}$ , Sec. 27, T15N, R5W - Northeast Corner of Toronto Road and Cotton Hill Road

41.082 Acres 19 Lots

**MOTION TO RECOMMEND:** Approve, Subject To;

**BY:** T.J. Heavisides

**2<sup>ND</sup> BY:** Brian Wright

**VOTE:** Unanimous

Joe Zeibert, Regional Planning Commission, said the sewage disposal contact shall be corrected to reflect the Sangamon County Water Reclamation District. Zeibert said as a reminder that the development of Lot 16 will require a large sale development plan.

T.J. Heavisides, Office of Public Works, said he reviewed the original drainage computations for the development and did not notice any correspondence with the Lake Pointe Subdivision. Heavisides said if the drainage is not going to be detained onsite proof of coordination with the Lake Pointe Subdivision will need to be provided. The east branch elevations appear to be higher north of the proposed culvert. Information will need to be provided to determine the effect on the upstream elevations and drainage.

T.J. Heavisides made a motion to approve the preliminary plan, subject to:

1. Sewage Disposal contact correction to reflect the Sangamon County Water Reclamation District;
2. Proof of coordination with Lake Pointe Subdivision for drainage; and
3. Drainage calculation approval by the Office of Public Works.

Brian Wright, County Highway, seconded the motion and the vote to approve was unanimous.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION**

***MINUTES OF THE SUBDIVISION COMMITTEE MEETING***

**FILE NO.**            2014-16

**CENSUS TRACT #**    5.01

**NAME OF SUBDIVISION:**    Dirksen Marketplace - Lot 1- Partial Plat of Vacation

**JURISDICTION:**            City

**DATE OF MEETING:**        December 8, 2016

**OWNER:**                    Menard Inc.

**ENGINEER:**                Martin Engineering

**DESCRIPTION:**            Pt. W ½, Sec. 13, T16N, R5W - South of Twin Lakes  
Subdivision, West of Marketplace Drive

.891    Acres    1    Lots

**MOTION TO RECOMMEND:** Approve, Subject To;

**BY:**                        T.J. Heavisides

**2<sup>ND</sup> BY:**                Mike Johnson

**VOTE:**                    Unanimous

Jeremy Smith, Martin Engineering, presented the partial plat of vacation.

Joe Zeibert, Regional Planning, said a contact person shall be provided on the plat. Zeibert said the legal description and the plat that reference the SW corner should reference the SE corner.

Mike Johnson, CWLP Water, clarified although the platted easement is being vacated the existing water easement found in document # 2006r29934 is still in place.

T.J. Heavisides, Office of Public Works, said the description of the easements don't match the callout in the drawing. He said the width of Marketplace Drive shall be identified and the plat shall be signed and sealed. He said if there are any other utilities in the easement they will need to be relocated or a second easement will need to be granted.

April Poole, Representative of the Twin Lake Neighborhood Association, said the Twin Lakes Association borders the development to the north. She said they don't have any issues with the proposed vacation since it is only dealing with a water main. She said for the record the association would like to express their concerns about the drainage for the area. She said the drainage from the Menards area flows into the Twin Lakes ponds and they had issues with debris flowing into their ponds. She said the pool level for the ponds has been very high of late. She has expressed concerns with the easements and questioned if everything has been done properly. Gregg Humphrey, Sangamon County Water Reclamation District, said all of the easements to be vacated are for the water main and the drainage areas are not being affected.

T.J. Heavisides made a motion to approve the Partial Plat of Vacation, subject to:

1. Correction of the legal description and plat referencing the SW corner instead of the SE corner;
2. Identify a contact person on the plat;
3. Correction of the easement description to match the callout on the drawing;
4. Identify the width of Marketplace Drive; and
5. Plat signed and sealed.

Mike Johnson seconded the motion and the vote to approve was unanimous.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION**

***MINUTES OF THE SUBDIVISION COMMITTEE MEETING***

**FILE NO.** 1999-03

**CENSUS TRACT #** 36.02

**NAME OF SUBDIVISION:** Salem Estates 5th Addition - Final Plat

**JURISDICTION:** City

**DATE OF MEETING:** December 8, 2016

**OWNER:** Andrew Cochran Construction

**ENGINEER:** Prairie Engineers of Illinois

**DESCRIPTION:** Pt. NW  $\frac{1}{4}$ , Sec. 35, T16N, R6W - West of Bradfordton Road and South of Longfellow Drive

7.194 Acres 22 Lots

**MOTION TO RECOMMEND:** Approve, Subject To;

**BY:** T.J. Heavisides

**2<sup>ND</sup> BY:** Gregg Humphrey

**VOTE:** Unanimous

Joe Zeibert, Regional Planning, said the street centerlines shall be identified on the plat with accurate distances and bearings. He said the square footage for each lot shall be identified on the plat. He said the building setback lines shall be removed from the plat. Zeibert said the final covenants shall be provided. He said a note stating "All lot owners shall participate in the Homeowners Association for maintenance and upkeep of the open space and detention area Lot 123" shall be identified on the plat. Zeibert said "Wes Road" is not an acceptable street name and another name would have to be provided.

Mike Johnson, CWLP Water, said the 7.5' easement on Lots 50 and 51 will need to be increased to 10' on each side to total 20'.

T.J. Heavisides, Office of Public Works, said the minimum font size shall be .14 inch. He stated that the coordinates shall be displayed to 4 decimal places for each boundary corner, Illinois State Plane Coordinates NAD 83, West Zone preferred. He said in the description the word commencing shall be changed to beginning and degrees, minutes and seconds shall be spelled out. Heavisides said a line of departure from one street to another shall be provided. He said the area in square feet shall be shown for each lot. He said the owner's written acknowledgement of the Right-of-Way conveyance in fee simple shall be provided. He said a note shall be added to the face of the plat regarding the conveyance of the right-of-way. The note shall be as follows "The Right-of-Way shown heron is hereby conveyed to \_\_\_\_\_ as per the Owner's Acknowledgement." Heavisides said the side and rear easements with storm sewer shall be shown as 7.5' on each side from the center of the storm sewer.

John Harris, City Zoning, said the property is zoned R-1 and note 5 shall be corrected since

the setbacks identified on Lots 83 and 101 are shown at a distance greater than what is required by zoning.

T.J. Heavisides made a motion to approve the final plat subject to:

1. Street centerlines identified on the plat with accurate distances and bearings;
2. Square footage for each lot shall be identified on the plat;
3. Removing building setback lines from the plat;
4. Final covenants;
5. Note stating "All lot owners shall participate in the Homeowners Association for maintenance and upkeep of the open space and detention area Lot 123";
6. Wes Road is not an acceptable street name and another name would have to be provided;
7. Minimum font size shall be .14 inch;
8. Coordinates shall be displayed to 4 decimal places for each boundary corner, Illinois State Plane Coordinates NAD 83, West Zone preferred;
9. Correction in the description of the word commencing to beginning;
10. Spell out degrees, minutes and seconds;
11. Identify the line of departure from one street to another;
12. Provide the owner's written acknowledgement of the Right-of-Way conveyance in fee;
13. Note added to the face of the plat regarding the conveyance of the right-of-way. The note shall be as follows "The Right-of-Way shown heron is hereby conveyed to \_\_\_\_\_ as per the Owner's Acknowledgement.";
14. Provide a 7.5' side and rear easement on each side of the storm sewer;
15. Correction of note 5 since the setbacks identified on Lots 83 and 101 are shown at a distance greater than what is required by zoning; and
16. Lots 50 and 51 provide a 10' easement on each lot to total 20'.

Gregg Humphrey seconded the motion and the vote to approve was unanimous.

# SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION

## MINUTES OF THE SUBDIVISION COMMITTEE MEETING

FILE NO. Lgs 00-05

CENSUS TRACT # 29

**NAME OF SUBDIVISION:** Sherwood Plaza - Large Scale Development Plan

**JURISDICTION:** City

**DATE OF MEETING:** December 8, 2016  
Seritage Growth Properties  
Attn: Dean O'Neill

**OWNER:** \_\_\_\_\_

**ENGINEER:** Crawford, Murphy, Tilly, Inc.

**DESCRIPTION:** Pt. NW ¼, Sec. 7, T15N, R5W - Southeast Corner of  
Veterans Parkway and Wabash Avenue  
18.9 Acres        Lots

**MOTION TO RECOMMEND:** Approve, Subject To;

**BY:** T.J. Heavisides

**2<sup>ND</sup> BY:** Mike Johnson

**VOTE:** Unanimous

Joe Miller, Crawford Murphy & Tilly, presented the large scale development plan.

Joe Zeibert, Regional Planning, asked IDOT if the Traffic Study has been approved. Mike Irwin, IDOT District 6, indicated that the traffic study was close to being approved. Zeibert said a letter will need to be provided from IDOT approving the location of the access points. Zeibert said the landscape areas will need to be identified on the plan and parking lot landscaping will be required. The parking islands will need to be shown as areas that can be landscaped. Zeibert said the widths of all sidewalks shall be identified on the plan. He said a pedestrian connection should be provided from the restaurant in the NW corner to tenant D. Joe Miller said that he had looked at providing the connection but could not make it work with the current design and he did not think it was needed.

Mike Johnson, CWLP Water, said fire hydrant locations shall be approved by the Springfield Fire Department. He said the 10" main west of building tenant E can be abandoned north of the new connection to omit a dead end leg. He said the locations of the Fire Department connections shall be identified on the plan. Johnson said a separate water main easement document for all proposed and existing water mains will need to be recorded prior to building permit approval.

T.J. Heavisides, Office of Public Works, said phone numbers for the city contacts shall be updated from 789-2260 to 789-2255 and the email domain address from @cwlp.com to @springfield.il.us. He said a LOMA is recommended to remove all structures from the FEMA designated floodplain. Heavisides said the location of sidewalks along Wabash Avenue are subject

to IDOT approval. Additional ROW may be required and the sidewalks may need relocated so the sidewalks are located fully on the ROW. He said for the phase 2 design, the existing sidewalks along Wabash Avenue that don't meet current ADA/IAC requirements shall be improved to current standards. He stated that the loading area shall be dimensioned. Heavisides said a copy of the recorded reciprocal access agreement between the parcels shall be provided. He stated that the easements are required for the 18" and 60" storm drains through Parcel 1 that serve Parcel 2 and the landscape areas shall be identified.

John Harris, City Zoning Department, said the lumen/photometric plan and landscape plan will be required with the permit application. He said the restaurant with the sale of alcohol will require a CPU.

Brad Bixby, CWLP Electric, said a 20' utility easement will be required instead of the proposed 10' utility easement.

T.J. Heavisides said a security may be required for the public improvements with the phase 2 construction plans.

T.J. Heavisides made a motion to approve the Large Scale Development Plan Subject to:

1. Letter from IDOT approving the location of the access points;
2. Identifying the landscape area on the plan;
3. Width of sidewalks shall be identified on the plan;
4. Fire hydrant locations approved by the Springfield Fire Department;
5. Identify the fire Department connections on the plan;
6. Correction of phone numbers for the city contacts shall be updated from 789-2260 to 789-2255 and email domains from @cwlp.com to @springfield.il.us;
7. Approval of the location of sidewalks along Wabash by IDOT;
8. Identify and dimension the loading area;
9. Provide a copy of the recorded reciprocal access agreement between the parcels;
10. Provide easements for the required 18" and 60" storm drains through Parcel 1 that serve Parcel 2; and
11. Provide a 20' utility easement instead of the proposed 10' utility easement.

Mike Johnson seconded the motion and the vote to approve was unanimous.

